
FY 2002 OPERATIONAL PLAN
Safety Authorization Basis Team
(SABT)

U. S. Department of Energy
National Nuclear Security Administration (NNSA)
Albuquerque Operations Office
Los Alamos Area Office

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Approved by:



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Date

I. GOAL: To ensure that LANL maintains a high quality Safety Analysis Program that results in adequate safety basis documentation. (LAAO/SABT/AB-1)

Objectives:

1. Improve the quality and timeliness of all LANL Authorization Basis (AB) Documents, with particular emphasis on Basis for Interim Operations (BIO's) and Safety Analysis Reports (SAR's) and the supporting Hazards Analysis (HA's) and Technical Safety Requirements (TSR's).
2. Review of AB Documents is completed in a thorough and timely manner.

Actions:

1. During the review of LANL BIO's or SAR's, SABT members will participate in the review of these documents at the levels (30%, 70%, 90% and 100%) negotiated during the zero percent "scoping" meeting. The quality of the SABT review will be judged by the lack of critical comments from LANL Safety Analysis professionals, the SABM, or other interested parties. 30-day timelines are the expected turnaround around times for these reviews.
2. The SABT member leading the review will develop a proper Safety Evaluation Report (SER) based on the guidance of DOE-STD-1104-96. The SER will be completed within one (1) month of completing the 100% review.
3. The SABT will ensure that the Hazard Analysis (HA's) and/or Accident Analysis (AA) supporting the reviewed document is technically defensible. This shall be measured by a lack of critical comments concerning the SABT review from either LANL the SABM, or other interested parties. Expectations for quality shall be conveyed to OAB only by qualified safety analysts. Analysts that are not yet qualified, shall obtain review by a qualified analyst prior to addressing quality issues to LANL.
4. Assignments and due dates for review of LANL AB Documents will be met on time. The SABM has the expectation that consideration of productivity and meeting schedule and quality requirements will be a major input into consideration for awards of all types.
5. SABT performance evaluations will take into account completion of actions 1,2,3, and 4 above.

Expected Results

1. All LANL facilities shall operate within their approved Authorization Basis, while minimizing programmatic impacts.
2. The quality of AB documents received from LANL should demonstrate sustained and significant improvement. The process, as overseen by OAB, should consistently produce documents that are approvable upon submittal. This should be demonstrated by a decreasing number of critical comments or formal rejection from SABB reviewers.

II. GOAL: The laboratory's USQ process will be adequate to ensure that all operational changes made to any nuclear facility are properly evaluated relative to the facility's Authorization Basis and all changes are appropriately authorized. (LAAO/SABB/AB-2)

Objectives:

1. Improve the quality of LANL Unreviewed Safety Question (USQ) process and the resultant USQ's.
2. Ensure the reviews of LANL USQ's are completed in a thorough and timely manner (30-day turnaround times).

Actions:

1. All USQ's will be properly dispositioned within one (1) month of receipt.
2. The SABB will ensure that any Hazard Analysis (HA) supporting a USQ is technically defensible. This shall be measured by a lack of critical comments concerning the SABB review from either LANL, the SABM or other interested parties. Expectations for quality shall be conveyed to OAB only by qualified safety analysts. Analysts that are not yet qualified, shall obtain review by a qualified analyst prior to addressing quality issues to LANL.
3. Office of Authorization Basis (OAB) review and transmittal of the USQD shall be confirmed by the SABB lead for the USQ. As necessary, the USQD will be formally returned immediately to LANL for OAB review and transmittal in accordance with established LANL USQ procedures.
4. SABB performance evaluation will take into account actions 1-3 above.

Expected Results

1. All LANL facilities shall operate within their approved Authorization Basis, while minimizing programmatic impacts.
2. The quality of USQ's received from LANL should demonstrate a gradual improvement. This should be demonstrated by a decreasing number of critical comments from SABL reviewers.
3. The USQ process, as overseen by OAB, should consistently produce USQD submittals that are approvable upon receipt by LAAO.

III. GOAL: Ensure the safety and health of the DOE workforce and members of the public, and the protection of the environment in all Departmental activities and strive to demonstrate organizational excellence in its safeguards and security operations. (CM-1)

Objectives:

1. Improve federal technical workforce capabilities.
2. Recruit, deploy and retain federal personnel with the demonstrated technical capability to safely accomplish the Department's safety missions and responsibilities.

Actions:

1. All SABL members will be a minimum of 100% completed in NNSA safety analysis qualification card within 1 year of being hired into the job. Remedial plans for completing qualification will be submitted to and approved by the SABL if this criterion is not met.
2. Qualified Senior Safety Analysts will mentor and assist newly hired SABL members in completing their qualification. **Personnel seeking qualification should be sensitive to the time commitments of qualified personnel, and attempt to answer/study issues and determine answers prior to approaching qualified personnel for assistance.**
3. SABL performance evaluations will take into account actions 1-2 above.

Expected Results

1. Enhanced credibility of SABT members with both LANL professionals and throughout the NNSA Complex.
2. Qualification shall be achieved within the suspense period.

IV. GOAL: Improve and foster developmental growth programs such as fellowships. (AL 4-6)

Objective:

1. Promote SABT development and professional growth activities.

Actions:

1. Each SABT member will be allowed to participate in a minimum of one (1) professional conference per year, contingent on budget.
2. The SABT will try to complete and present a minimum of one (1) paper at professional conferences as professional development. If this is not possible, SABT members will prepare and present in-house training or seminars to their SABT peers on a subject or topic approved by the SABM or Acting SABM pertinent to improving technical performance or capability of the group.
3. SABT shall try to investigate courses at LANL that can be taken by team members and attend them (cost reduction benefit while maximizing engineering training).
4. SABT performance evaluations will account for actions 1-3 above.

Expected Results

1. The level of professionalism and credibility of the SABT will be enhanced with both the contractor and throughout the NNSA Complex.
2. The SABM will consider items detailed under the actions defined above as a major input into consideration for awards of all types.